

**ANNEX A, APPENDIX 1
REENTRY OPERATIONS****I. INTRODUCTION****A. Purpose**

The purpose of this Appendix is to describe reentry operations from an emergency or disaster occurring in the state of Washington.

B. Scope

Reentry operations will vary depending on the disaster and its magnitude and an integral part of recovery. Access to the affected area may have to be controlled to prevent additional persons from becoming endangered by the hazard and to protect property within the area. Other measures are listed under Scope, in Annex A, and Recovery Management.

II. Concept of Operations**A. General**

These procedures are developed to ensure coordination between local jurisdictions, Washington State Emergency Management Division (EMD), Washington State Patrol (WSP), and Washington state Department of Health (DOH) for the purpose of controlling reentry into restricted zones. Other state agencies will also be required to assist local jurisdictions and communities in restoring normal community life and assisting in temporary repairs and debris removal and disposal. Their assistance, as well as federal assistance will be requested through the appropriate Emergency Operations Center (EOC)

B. Procedures

1. Local jurisdictions identify Control Areas, Relocation Zones (RZ), and shelters to assist dislocated and injured persons who have lost their homes due to flood, earthquake, volcanic eruption, etc., or are dislocated due to an evacuation caused by a Hazardous Material (HAZMAT) spill, nuclear or chemical incident, or other human caused disaster. The reentry of property owners and emergency workers into the RZ for short-term work such as care of livestock and for shut down or stabilization of industrial plants may be required. Persons desiring temporary reentry into restricted zones will be instructed by local authorities, via radio and television public service announcement, to report to the local EOC, or designated alternate control point.
 - a. In cases of disease or contamination, the state DOH at the state EOC will, in consultation with local officials, make the final decision to allow or disallow the request for reentry.

- b. Upon approval for reentry into a restricted zone, Control Point personnel will verify and retain records indicating the identity, residence, and/or employment of the individual(s) applying for reentry and obtain the:
 - (1) Name, address, social security number, and phone number of the person(s) seeking reentry.
 - (2) Date, time, and duration of request.
 - (3) Purpose for reentry.
 - (4) Reentry point and location of area to be visited.
 - (5) Date(s) and time(s) of any previous visits.
 - (6) Obtain signature of person(s) entering the area.

2. Restoring "Normal" Community Life

Disaster effects can vary widely within the community. Some areas will be unaffected, others will experience limited effect, and some will have major impacts. Some will have major impacts that disappear quickly, while others will require protracted periods of recovery. Tailor emergency management strategies to area needs by setting and following priorities to support normal community and economic life. Priorities for restoring normalcy include:

- a. Lifeline service restoration.
- b. Re-occupancy of residential and business structures.
- c. Full resumption of normal public services.
- d. Reopening of educational and cultural institutions.
- e. Debris removal and cleanup.
- f. Temporary repairs.

3. Temporary Repairs and other Arrangements to Resume Essential Services.

- a. The nature and extent of the temporary repairs will depend on the situation. Will similar disaster(s) occur again and soon (after shocks, etc.), and could other types of disaster events occur before permanent repairs or replacement can be completed?

- b. Use temporary re-routings to restore service around major breaks.
 - c. Shoring-up of buildings and bridges as a priority item for service restoration and to avoid hazards from falling structures.
 - d. Prioritize restoration of water supply and waste treatment facilities, followed by restoration of water and sewer services to properties.
 - e. Provide alternative lifeline services such as bottled water that may extend into the recovery period.
- 4. Debris Removal and Disposal
 - a. Impacts on restoring community attitudes and encourages private recovery efforts.
 - b. Include organizing so those citizens can participate in the effort.
 - c. Brings regulatory authorities into the effort.
 - d. Uses current contractors at local and state level as much as possible.
- 5. Rebuilding Resource Stockpiles
 - a. Prepare for further disaster events in the near future.
 - b. Plan restocking priorities.
 - c. Prioritize restocking of items with long lead times.
- 6. Reassignment of Personnel
 - a. Assign lead personnel for reentry activities as early as possible.
 - b. Return staff to regular activities as soon as possible.
 - c. Contract for other outside services to complete reentry activities and temporary repairs
 - d. Hire temporary fill-in personnel to support added workload.
 - e. Ensure continuity of personnel records management.
- 7. Public Information Actions
 - a. Inform the public of ongoing activities; such as what to expect, what problems to look for, and what their responsibilities are in reentry and recovery.

- b. Maximize the use of multiple media platforms to keep the public informed (i.e., TV, radio, press, mailers, and direct contact).
- c. Establish and staff public contact locations to supplement federal and state contact points, using the same location(s) when possible. Use of Joint Information Center (JIC) is recommended.

C. Local Jurisdiction Reentry Activities

- 1. Divide the area affected by the emergency into sectors and assign a person in charge of every area. Keep that person in the area during the entire emergency.
- 2. Maintain open lines of communications with your emergency management organization and public officials.
- 3. Maintain open communications between all staff members.
- 4. Initiate the work of cleaning the city. Divide the city into sectors and establish priorities of work; such as access to hospitals, fire departments, banking areas, main streets, etc. Share the task with other agencies and review and revise the plan daily.
- 5. Establish and maintain a register of damages by each geographic area. Continuously gather and update information about the damages suffered.
- 6. Send a resource person to each shelter to conduct a needs assessment of the shelter, including requirements for adults, adolescents and children.
- 7. Provide for the psychological and stress related needs of victims and emergency workers resulting from the disaster, in addition to the physical health needs.
- 8. Make arrangements to fumigate damaged areas, as needed, and to eliminate blockages from water flow areas.
- 9. Coordinate with the state EOC for the use of National Guard units for law enforcement purposes (i.e. traffic control, looting, crowd control, evacuation or reentry, etc.).
- 10. Appoint a high-ranking person to coordinate reconstruction efforts with FEMA, state agencies, private organizations and individual citizens.
- 11. Document the damages and damage related activities incurred by catastrophe.
- 12. Prepare a plan and a schedule for conducting the rebuilding, then form teams of workers to initiate the reconstruction efforts

13. Coordinate the cleaning effort and have both public officials and emergency management personnel personally involved.
14. Maintain constant daily communication with citizens to inform them about reentry efforts, reconstruction efforts and to give them new faith and hope. Daily TV and radio messages are recommended.
15. Contact private companies for help to clean up devastated areas.
16. Return evacuees to their homes as quickly as possible. Time goes by very quickly and the sense of crisis subsides even quicker.
17. Review and revise reentry plans as they near completion and adjust the work schedule accordingly.
18. Shift human resources when and where they are needed. Designated job descriptions may have little significance following a disaster. Be mindful that people need to be moved back to their designated jobs as soon as practicable.
19. Be generous with praise within the organization. Praise in public, admonish in private.
20. Keep elected officials involved and informed.
21. Expect contractors, suppliers, and general repair people to arrive from surrounding states and from Canada.
22. Monitor weather conditions and their potential effect on the recovery effort.
23. Monitor and control wild and domestic animals that may begin to travel in packs.